

# NCRPC HOUSING INITIATIVE

## DEMOLITION PILOT PROGRAM: 2025

Administered by North Central Regional Planning Commission through a partnership with the Dane G. Hansen Foundation

### About the Program

Property owners in eligible counties may apply for a grant reimbursement to demolish a dilapidated residential structure (e.g. house, etc.) by completing the attached application and submitting the documentation listed below.

### Who is Eligible

**2025 eligible service locations include the following Kansas counties:**

**Ellsworth, Saline (located outside Salina city limits)\*, Sheridan, Thomas, Trego, and Wallace**

\*Saline County locations must be outside the boundaries of the City of Salina

- Assistance is available on a first come, first served basis. *Funding is limited on a per county basis.*

### How it Works

- A maximum grant of \$5,000 per property is available.\* Please note that owners must provide proof of payment for the removal and cleanup of dilapidated properties for which they will be reimbursed for the exact cost up to, but not exceeding, \$5,000.  
*\*If choosing to use self-help rather than hiring a contractor, see reimbursement limitations below.*
- Demolition project **must be complete within 90 days** after the application is approved by the NCRPC.
- Only one application per property owner.
- This is not an income-based program; anyone may qualify. However, if adjusted gross income for the household is greater than the maximums listed in the table below, a IRS 1099 Miscellaneous Income Form will be issued. If not enough income to file taxes, a signed and notarized statement of such will be required.

Number in Family	Adjusted Gross Income							
	1 Person	2 Person	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
A 1099 will be issued if above this amount	\$96,300	\$109,950	\$123,750	\$137,550	\$148,500	\$159,600	\$170,550	\$181,500

### Self-Help Allowances/Limitations

**If you choose to utilize self-help rather than hiring a contractor, there are limitations on what the program can reimburse.** The program will **ONLY** cover the following items and allowances for self-help demolition projects:

- Construction and demolition (C&D) debris landfill fees
- Dirt for backfill
- Large machinery rental fee, up to \$1,000 (e.g., dump truck and skid steer)

Receipts must be submitted for reimbursement.

If there is a Business Ownership Conflict of Interest with the property owners utilizing the self-help option, notification to NCRPC must be made before demolition can occur. Otherwise, funding is subjected to be denied and not reimbursed if proper documentation cannot be obtained for the true costs of the demolition.

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## Project Exclusions

Purchases such as fuel, tires, and tools are not allowed for reimbursement. Properties owned in a business name are not eligible.

## Demolition Waste

It is the responsibility of the property owner to ensure proper disposal of demolition waste in accordance with any and all state and local requirements as required by demolition personnel and, if necessary, obtain permit approval.

**If the property owner intends to demolish and bury the material, a KDHE response must be submitted to NCRPC. Otherwise, if any indication of demolition and burying has taken place, the project will not receive funding.**

For more details on how to manage solid or hazardous waste during demolition, you may contact the Bureau of Waste Management using the contact information at <https://www.kdhe.ks.gov/168/Waste>.

## Additional Services Available

The NCRPC has housing inspectors on staff who are licensed or certified to provide a variety of inspection services, including Certified Asbestos Material Inspections, Radon Testing and Lead Based Paint Risk Assessments. Should you have interest in these services, visit <https://www.ncrpc.org/services/housing/> or contact the NCRPC.

## Contact Information

North Central Regional Planning Commission (NCRPC)  
109 N. Mill Street, PO Box 565 | Beloit, KS 67420  
Keegan Bailey, Housing Director

**Email:** [housing@ncrpc.org](mailto:housing@ncrpc.org) | **Phone:** 785-738-2218 | **Fax:** 785-738-2185



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# Demolition Pilot Program: 2025

## How to Apply

To apply, submit the items listed in the checklists below. **Email is preferred for everything except the Letter of Intent Certification (signed and notarized), which must be mailed.** Requested documents may be sent to:

**Email:** housing@ncrpc.org

**Subject Line:** Last Name, First Name, County Name

## Application Checklist

All items must be submitted to process your application.

<input type="checkbox"/>	Completed application (Page 4)
<input type="checkbox"/>	Verification of property ownership – <i>Copy</i> Deed must be registered at the Register of Deeds Office in property owner(s) name.
<input type="checkbox"/>	Verification of most recent paid real estate taxes – <i>Copy</i> Need receipt of 1st half or full payment of property taxes paid in December and/or May. This can be obtained from the County Treasurer’s Office.
<input type="checkbox"/>	Copy of Form 1040, U.S. Individual Income Tax Return(s), for the 2025* tax year (excluding schedules). *If taxes are in extension, then ineligible. Adjusted gross income is used to determine if a 1099 will be issued.
<input type="checkbox"/>	A “before” color photo of project.

Note: Further documentation (i.e. proof of payment to the contractor or financial institution, a final “after” color photo of the project, and KDHE permit if debris is buried) for the project completion will be obtained at a later date for reimbursement.

## Signed Letter of Intent Certification

Within 10 days of submitting an application and the supporting documentation listed in the checklist above, the original Letter of Intent Certification will need to be received by NCRPC to retain your reserved slot.

<input type="checkbox"/>	Mail the original signed and <b>notarized</b> page 5 to: NCRPC, PO Box 565, Beloit, KS 67420 Application Certifications   Letter of Intent Certification for Demolition Pilot Program
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## Submit the Completed Application and Documents to:

NCRPC – Keegan Bailey

PO Box 565

Beloit, KS 67420

**Email:** housing@ncrpc.org

**Fax:** 785-738-2185



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# NCRPC HOUSING INITIATIVE: 2025

## Application for Demolition Pilot Program

Office Use Only: Application Number \_\_\_\_\_ Date Received \_\_\_\_\_

### Property Owner(s):

#### Applicant:

\_\_\_\_\_  
*First and Last Name* *Social Security Number* *Date of Birth*

#### Co-Applicant:

\_\_\_\_\_  
*First and Last Name* *Social Security Number* *Date of Birth*

#### Mailing Address:

\_\_\_\_\_  
*Address* *City* *State* *Zip*

#### Phone Number:

\_\_\_\_\_  
*Main Phone* *Alternate Phone*

#### Email Address:

\_\_\_\_\_

### What is the physical address of the property to be demolished?

\_\_\_\_\_  
*Address* *City* *County* *Zip*

#### 1. What structure(s) are you planning to demolish? (Check all that apply)

House  Garage  Shed  All

#### 2. Is there a well and/or septic tank located on the property?

Yes  No

#### 3. What is the plan for the lot after demolition?

Stay with the owner  
 Go to the City or another entity  
 Become part of a Land Bank

#### 4. Will you require a loan to pay a demolition contractor to do the work? Yes No

If yes, please provide contact information below: *(Please have your loan officer contact NCRPC if your project is awarded)*

\_\_\_\_\_  
*Bank Name* *Loan Officer* *Phone Number*

# Application Certifications | Letter of Intent Certification for Demolition Pilot Program

Mail this page with original and notary signatures to: NCRPC, PO Box 565, Beloit, KS 67420

I/WE CERTIFY, AS THE LISTED PROPERTY OWNER(S) ON THE APPLICATION FOR DEMOLITION, THAT ALL INFORMATION IS CORRECT TO THE BEST OF MY/OUR KNOWLEDGE. IF THE APPLICATION IS APPROVED, THE DEMOLITION WILL OCCUR IN ACCORDANCE WITH ANY AND ALL STATE AND LOCAL REQUIREMENTS AS REQUIRED BY DEMOLITION PERSONNEL TO INCLUDE PROPER DISPOSAL OF DEMOLITION MATERIAL IN ACCORDANCE WITH KDHE TECHNICAL GUIDANCE DOCUMENT SW-1994-G2 AND RECOMMENDED ASBESTOS INSPECTION.

I/WE FURTHER CERTIFY THAT IT IS OUR RESPONSIBILITY TO PAY THE DEMOLITION CONTRACTOR OF OUR CHOICE ANY AMOUNT OVER THE \$5,000.00 GRANT FUNDS.

I/WE AUTHORIZE NCRPC TO UTILIZE OUR BEFORE & AFTER PHOTOS WITHIN PROGRAM MARKETING MATERIALS (NO LOCATIONS OR NAMES WILL BE USED).

\_\_\_\_\_  
*Applicant – Print Name*

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Co-Applicant – Print Name*

\_\_\_\_\_  
*Co-Applicant Signature*

\_\_\_\_\_  
*Date*

**STATE OF KANSAS**

**COUNTY OF** \_\_\_\_\_

The signor(s) of this instrument was acknowledged before me on this \_\_\_\_\_ day \_\_\_\_\_ month \_\_\_\_\_ year.

\_\_\_\_\_  
*Notary Public*

SEAL

My appointment expires: \_\_\_\_\_

# REIMBURSEMENT CHECKLIST

## About Reimbursement

Once your approved Demolition Project is complete, you are ready to submit documentation for reimbursement. Note the following:

- Please send all requested items at one time.
- Only one reimbursement check will be issued.

## Final Checklist

To receive reimbursement, please submit the items listed below. Additional information may be requested to ensure compliance with the program before reimbursement is processed.

<input type="checkbox"/>	Final project invoice(s)
<input type="checkbox"/>	Proof of payment to the contractor or financial institution. Will require an image of the cleared check (front and back).
<input type="checkbox"/>	If applicable, proof that permit approval has been obtained by KDHE if house debris is buried.
<input type="checkbox"/>	A final "after" color picture of the project

## Contact Information

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